

**COUNCIL POLICY****CURRENT**

SUBJECT: DECORATION OF PUBLIC STRUCTURES BY PRIVATE CITIZENS  
POLICY NO.: 700-36  
EFFECTIVE DATE: August 24, 1981

**BACKGROUND:**

Requests by citizen groups and individuals for permission to decorate City-owned buildings with murals have occurred frequently enough to necessitate procedures for review. Additionally, it has been the City's experience that the decoration of some structures with murals has been a deterrent to graffiti in certain locations.

**PURPOSE:**

The purpose of this policy is to establish procedures for application and review of future requests to decorate City-owned facilities.

**POLICY:**

It is the policy of the City Council that all requests to decorate City-owned facilities shall be reviewed in the manner outlined below.

**PROCEDURE:**

- I. An individual or organization desiring to decorate a City-owned facility shall prepare a detailed written proposal to the City Manager, including the following items:
  - a. Detailed graphics and/or photographs of the proposed design, in color.
  - b. Material and workmanship specifications, including a color palette.
  - c. Proposed implementation procedures and time frames.
  - d. A statement that the requestor has sufficient financing to complete the work; will provide all labor, materials and equipment; will maintain, at his expense, the decoration for a minimum of seven years; and does not imply or provide for City maintenance, touch-up to repair vandalism damage, or structural or building repair work.
  - e. A statement acknowledging approval by the appropriate City Board or Committee is conditional upon strict adherence to the proposed design. Variations from the proposed design detail in the "as built" project will be reported to the appropriate City Board or Committee with a recommendation from the City Manager. Removal and/or modification of any project found to vary from the proposal shall be accomplished by the requestor within 90 days after the requestor receives notification of the action by the City Board or Committee. Should the requestor fail to comply, removal will be accomplished by City forces or contract, at the City Manager's discretion, and the requestor will be billed and fully liable for the total costs of removal, including the applicable City overhead rate, as determined by the City Auditor and Comptroller.

- f. A statement acknowledging the right of the City to remove or paint over the decorations, upon approval of the appropriate City Board or Committee, and releasing the City, its Boards and Committees from any liability for claims resulting from such action.
- II. The City Manager will forward requests to the cognizant City department for review and comment. In the case of Park and Recreation, Library and other City facilities, their respective citizen advisory bodies shall review the requests and managerial comments, and approve or disapprove, as a Council-delegated responsibility. The approving authority may require a performance bond.
  - a. Park and Recreation Facilities — To ensure that proposals for decoration of park facilities are consistent with the desires of the community, approval authority is delegated to the Park and Recreation Board, after an affirmative recommendation from a Community Recreation Council (where appropriate) and the relevant Area Committee and Facilities Committee.
  - b. Library Facilities — Approval authority is delegated to the Board of Library Commissioners.
  - c. Other City Facilities — Approval authority is delegated to the Public Service Projects Review Committee.
- III. Appeal of the decisions of the above Boards and Committees may be made to the City Council or relevant committee thereof.

**CROSS REFERENCE:**

Municipal Code Sec. 63.02.5

**HISTORY:**

Adopted by Resolution R-218560 06/08/1977

Amended by Resolution R-254869 08/24/1981